

REPORTS INVENTORY				CONTROL NO.	
PREPARE IN DUPLICATE				DD5/ae-051	
1. TITLE OF REPORT (if a fill-in report include Form No.)				2. TYPE OF REPORT	
Status Reports				<input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL		ADMIN. GENERAL	
		LOGISTICS		OTHER (specify)	
		MEDICAL		1	
		TRAINING		COMMUNICATIONS	
		SECURITY			
		FINANCE			
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)		6. DISTRIBUTION (No. of components not number of copies)	
3		Monthly		1	
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING		9. DIRECTIVE AUTHORITY REQUIRING REPORT	
Listing		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		Per OC-CCD	
10. PREPARING COMPONENT (include lowest level contributing information to report)		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
OC-SCD/MSB					

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-09	\$4.74		2		\$9.50		12/year		\$114.00
GS-05	3.15		.5		1.58		12/year		18.96

B. COSTS OF COMPUTER PRODUCED REPORTS

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TOTAL COSTS PER YEAR

\$132.96

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

A monthly listing showing the stock status of clandestine equipment available for issue, what is due out and to whom. Required for up-to-date information on types and quantities of this equipment available for operational endeavors.